



**NASA Planetary Data System**  
**2007-08**  
**College Student Investigators**  
**Mentor Fact Sheet**



## Overview

Welcome as a mentor to the Planetary Data System *College Student Investigators* program! The objective of this program is to involve undergraduate students in research and development projects related to the holdings of NASA's Planetary Data System (PDS). Through the PDS *College Student Investigators* program, the PDS strives to prepare the next generation of PDS science investigators and PDS developers.

As a participant in the PDS *College Student Investigators* program, the student(s) that you are mentoring will conduct a research and/or development project using PDS data. It is very likely that the Node managers will have projects in mind for these students. The students will develop a proposal that describes the concept and present this proposal to the PDS Management Council in summer 2007, likely as a poster, as part of a parallel session for the students. They will work on the project with your guidance over the course of the 18-month program. They will present their work-in-progress at the DPS meeting in Orlando, FL, in October 2007, and their final presentation will be at the end of the program in June 2008.

The students will be given a handbook that provides details on what is expected of them as a participant in the PDS *College Student Investigators* program. The handbook discusses the development of their proposal, communication (reporting and points of contact), travel, and how to get paid. A timeline with important milestones is given at the end of the handbook.

## Hiring the Students

Who to hire? Preferably juniors, but could be an advanced sophomore (Node manager's discretion). The program provides support for 18 months, so if the student is a junior, this would provide support throughout their senior year.

When will they be hired? The goal is to bring the students on board in January 2007. They will be supported at 10 hours/week during the semester, and **40** hours/week in the summer, through June 2008.

How much will they get paid? \$12/hr

Who pays them? University of Maryland, Baltimore County. They will be hired as "Contingent Employees" of UMBC. They will be required to fill in bi-weekly timesheets. At the end of each reporting period, they must fax their timesheets to UMBC. At the end of each month, they must mail the original, signed timesheets to UMBC.

## Communication

Once per month, PDS *College Student Investigators* office will send an e-mail to the mentors asking if everything is going well. We do not want to burden the mentors, but on the other hand, we want to keep in touch.

The students will meet on monthly a teleconference to discuss everyone's progress and challenges. The mentors are welcome to join these teleconferences, but it is certainly not expected. These teleconferences will typically be held on the last Monday of the month. On the preceding Friday, the students will email the PDS *College Student Investigators* office a short summary of their month's work, which will include accomplishments and challenges they may have faced. Once we know the students' class schedules, we will pick a time for the teleconferences and a toll-free number will be distributed.

## Travel

The students will take 2 - 3 trips during the course of this 18-month program:

- Summer 2007, CSI Kickoff/PDS Management Council (tentative)
- October 2007, DPS in Orlando, FL
- Summer 2008, CSI Wrap-up/PDS Management Council

The travel expenses for these trips will be paid for as part of the program. Travel arrangements will be coordinated through the PDS *College Student Investigators* office.

## CSI Contact Information

For what?	Name	Phone	e-mail
PDS CSI office	Susan Hoban	301.286.7980	susan.hoban@gsfc.nasa.gov
Payroll	Camilla Hyman	410.455.8899	hyman1@umbc.edu

## Timeline

The students have a more detailed timeline in the CSI Student Handbook that includes the dates of CSI Monthly teleconferences and reminders to turn in their timesheets. The items listed in the timeline below are those that are relevant for the mentors.

Date	Milestone
January 2007	Students hired. Begin background research for proposal.
May 18, 2007	Student sends draft proposal to CSI office.
Summer 2007	PDS CSI Kick-off Meeting Students present proposal to PDS Management Council.
July 2007	Submit abstract for poster to DPS.
October 7 – 12, 2007	DPS Meeting in Orlando, FL
May 16, 2008	Email draft of Final Paper.
Summer 2008	Present Final Paper to PDS Management Council.

## Student Information

Please provide this information to the PDS *College Student Investigators* office:

**PDS Node:** \_\_\_\_\_

Student Name:	
e-mail address:	
Mailing address:	
Cell Phone:	
Title of project:	

Student Name:	
e-mail address:	
Mailing address:	
Cell Phone:	
Title of project:	

Student Name:	
e-mail address:	
Mailing address:	
Cell Phone:	
Title of project:	